EIGHTY-SEVENTH
ANNUAL REPORT

MECHANICS' INSTITUTE

SAN FRANCISCO
CALIFORNIA

NINETEEN HUNDRED
FORTY-TWO

Eighty-seventh Annual Report

OF THE

MECHANICS' INSTITUTE

FOR THE

Year Ending February 28, 1942

MECHANICS' INSTITUTE OFFICERS

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Year Ending February 28, 1942

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MECHANICS' INSTITUTE

Mechanics'-Mercantile Library

Mechanics' Institute Chess and Checker Club

57 Post Street
San Francisco, California

The Library now contains over one hundred and forty-two thousand volumes.

Special attention is given to the division of technology.
Over five hundred periodicals and newspapers are on file.
A chess and checker room is maintained, where smoking is permitted.
Lecture courses are held each season.
Library open daily, 9 a. m. to 10 p. m.
Sunday, 1 p. m. to 5 p. m.
Chess room, daily, 9 a. m. to 10 p. m.

TERMS OF MEMBERSHIP

Entrance Fee	$ 1.00
Half-yearly Dues (in advance)	3.00
Life Membership	100.00

Non-residents may use the Library for one month on payment of fifty cents.

A member may introduce a friend (not a resident of the city), who will be allowed the use of the Library rooms for one month.

LIBRARY RULES

Members are entitled to take out four books at a time, provided however, that only two books of new fiction or current magazines marked "One Week Only", whether regular books or extra books, may be out at the same time on one membership. Extra books may be taken out on payment of five cents each.

All new fiction and new magazines may be kept out one week only, and are not renewable. All other circulating books, except where marked "One Week" or "Seven Days," may be kept out two weeks and may be renewed for two weeks longer unless marked "Not Renewable." Renewal notice may be given by mail or telephone (GArfield 1750).

An overdue charge of five cents a day will be made on all one week books, current magazines and books marked "Not Renewable." On other books a charge of two cents a day will be made.

Reservation postals may be left for all circulating books.

PRESIDENT'S REPORT

San Francisco, California, March 5, 1942

Tonight I have the honor to present to you the eighty-seventh annual report of the Mechanics' Institute, my first since becoming its President.

From the report of the Secretary you will note that there has been a decrease of some $2000.00 in the excess of receipts as against those of last year. This is accounted for in part by a decrease of about $1300.00 in the amount of library receipts and an added cost of some $400.00 in its operation. These figures do not represent a lesser amount than was received last year as they include approximately $1800.00 more in insurance premiums paid than were paid during the preceding year nearly all of which is for three years in advance. The net return from the building operation was about $1000.00 greater than last year.

During the year bonds amounting to $28,882.50 matured and were paid off and U. S. Defense bonds to the par value of $50,000.00 were purchased. This makes our bond account nearly $22,000.00 more than it was a year ago. Our mortgage loans were decreased $5600.00 by payments on account of principal. All of our investments are in good shape. Interest charges and installment payments are being promptly met on our mortgage accounts and our bond investments consist solely of higher type of California State and Municipals and U. S. obligations upon which there has never been a default.

The Board has arranged for the installation of a modern lighting system in both floors of the Library which should have been placed before now. We are hopeful of their early installation but, like all others, we have to be patient and abide by war conditions.

Our membership which during the last year showed a falling off of 168 again shows a decrease of 166 of which 18 were deceased life members. Much of this decrease is caused by resignations due to Army and Navy Service.

During the year twenty-two subscribing members who had paid dues continuously for thirty years were, in accord with the Constitution, made life members.

The circulation of books was nearly 25,000 less than that of last year. Loss of circulation is reported in all of the larger libraries from which we receive reports and is attributed to the fact that the time heretofore spent in reading has been much lessened by use of the radio and other everyday news agencies. In our case a natural contributing cause is our lessened membership.

There has recently been installed in the library new catalogue equipment which will make its use more available and satisfactory.

During the year 3115 volumes were added to the library and 3396 were discarded leaving a present total of 142,095. Of the discarded books some 2500 were given to the Army and Navy forces.

The usual lecture course was arranged for and the subjects chosen are timely. The attendance has not been as large as heretofore due to the fact that many persons now remain at home at night because of the liability of a blackout—in fact our opening lecture had to be abandoned because of one.

At the Annual Election held February 24, 1942, the following Trustees were elected: R. F. Allen, Geo. U. Hind, William G. Merchant, Wynn Meredith, William N. Rolph, Edwin W. Stadtmuller and Elgin Stoddard.

Before closing, I want to thank the members of the Board of Trustees, the members of the various committees, our Librarian, Secretary, Assistant Secretary, and our efficient and loyal staff of assistants for their splendid cooperation who by their efforts have made our Library the success it is today.

GEO. U. HIND,
President.

SECRETARY'S REPORT

For the Year Ending February 28, 1942

San Francisco, March 5, 1942.

To the Board of Trustees of the Mechanics' Institute,
San Francisco.

Gentlemen:—

I have the honor to present herewith financial statement of the Mechanics' Institute for the year ending February 28, 1942:

March 1, 1941, Cash on deposit in various banks		$128,392.92
Cash in revolving funds		450.00
Total Cash		$128,842.92

RECEIPTS

Mechanics' Institute Building—rent collections, etc. from March 1, 1941, to February 28, 1942		$ 41,942.09	
Interest, Ernest N. Atkins Memorial Fund		24.96	
Interest, James Lick Fund		499.92	
Interest, Savings Account		1,032.09	
Interest, Mortgages Receivable Accounts		5,004.73	
Interest, Bonds		28,171.02	
Library and General Administration:			
Dues	$ 16,171.25		
Entrance Fees	396.00		
Books Paid For	137.58		
Fines and Extra Books	1,682.45		
Sundry	.30		
		18,387.58	
Total Receipts		$ 95,062.39	
Received from Investments Accounts:			
Bonds Matured	$ 28,852.50		
Payments on Mortgages Receivable a/c	5,600.00		
Post Street cost a/c	30.00		
		34,482.50	
Total Cash Received			129,544.89
			$258,387.81

EXPENDITURES

Mechanics' Institute Building — operating expenses from March 1, 1941, to February 28, 1942:			
Pay Roll	$ 17,563.91		
Taxes	9,468.84		
Insurance	518.98		
Heat	746.88		
Light and Power	2,426.69		
Water	289.12		
Window Cleaning	429.00		
Supplies	554.83		
Repairs	412.83		
General Expense	301.93		
Interest, Lease Deposit	16.00		
Equipment	10.00		
		$ 32,739.01	
Library and General Administration:			
Books, Binding and Periodicals	$ 8,643.83		
General Expense	2,243.34		
Insurance	1,938.91		
Legal Expense	250.00		
Lectures	375.60		
Printing and Stationery	422.13		
Salaries	24,654.38		
Supplies	91.79		
Taxes	100.35		
Monthly Bulletin	207.55		
Rent of Library Rooms	18,720.00		
		57,647.88	
Total Operating Expense		$ 90,386.89	
Investments Account:			
Bonds Purchased (Par Value)	$ 50,000.00		
Refund, a/c Lease Deposit	200.00		
Total		50,200.00	
Total Cash Paid Out			$140,586.89
Cash on hand in various banks, Feb. 28, 1942		$117,350.92	
Cash on hand in contingent funds		450.00	
Total Cash on Hand			117,800.92
			$258,387.81

SUMMARY

Cash on Hand, March 1, 1941		$128,842.92
Total Income	$ 95,062.39	
Total Expense	90,386.89	
Excess Receipts		4,675.50
Received from Investment Accounts		34,482.50
		$168,000.92
Less Investments made and deposit returned		50,200.00
Cash on Hand, February 28, 1942		$117,800.92

DISTRIBUTION

Cash on hand and in various banks, February 28, 1941 ..... $117,350.92
Cash in revolving funds 450.00

Total Cash $117,800.92

The above figures indicate that the cash receipts (excluding the amounts received and expended for Investment Accounts) were $4,675.50 in excess of expenditures.

The net amount expended since April 18, 1906, on Books and Periodicals, and binding of new books has been $402,353.15

The amount paid out for construction, equipment, etc., of the Post Street Building has been $391,840.22

Insurance is carried as follows:
Books, Furnishings and other contents $115,000.00
Post Street Building 300,000.00

The Resources of the Mechanics' Institute are as follows:
Post Street lot covered by Mechanics' Institute Building.
First Mortgages for $107,700.00 on San Francisco Real Estate.
Bonds to the par value of $639,728.06, as follows:

$136,000.00 San Francisco, Cal., City Hall 5%.
5,000.00 San Francisco, Cal., Municipal Railway 5%.
10,000.00 San Francisco, Cal., Water 4½%.
22,500.00 San Francisco, Cal., Golden Gate Park 3½%.
24,000.00 San Francisco, Cal., Hetch Hetchy Water 4½%.
16,000.00 San Francisco, Cal., Hetch Hetchy Water 5%.
10,000.00 San Francisco, Cal., Hetch Hetchy Water 5¾%.
500.00 San Francisco, Cal., Playground 3½%.
2,000.00 San Francisco, Cal., School 4½%.
5,000.00 San Francisco, Cal., Spring Valley 4½%.
905.00 Berkeley, Cal., Municipal Improvement 4½%.
1,875.00 Chico, Cal., Municipal Improvement 5%.
2,000.00 Cloverdale, Cal., Municipal Improvement 5%
74,000.00 East Bay Municipal Utilities 5%
500.00 Hanford, Cal., Municipal Improvement 5%.
10,000.00 Marin, Cal., Municipal Water District 5%.
30,000.00 Metropolitan Water District 4%.
4,393.90 Monterey, Cal., Municipal Improvement 5%.
3,000.00 Oakland, Cal., School District 5%.
5,000.00 Petaluma, Cal., City High School 6%.
3,000.00 Pittsburg, Cal., Municipal Improvement 5%.
1,000.00 Placerville, Cal., School District 5%.
1,000.00 Richmond, Cal., School District 4½%.
5,000.00 Richmond, Cal., School District 5½%.
5,000.00 Sacramento, Cal., School District 4½%.
3,000.00 Sacramento, Cal., High School District 4½%.
1,125.00 Santa Barbara, Cal., School District 4½%.
10,000.00 Santa Rosa, Cal., Union High School District 5%.
1,000.00 Stockton, Cal., School District 5%.
1,200.00 Visalia, Cal., Municipal Improvement 6%.

1,000.00 Williams, Cal., Municipal Improvement 5½%.
1,000.00 Contra Costa County, Cal., 5%.
15,000.00 Fresno County, Cal., 5%.
5,000.00 Merced County, Cal., 5%.
11,000.00 California State Bldgs. and University Bldgs., 4½%.
32,000.00 California State Harbor 4%.
3,000.00 California State Highway 4½%.
54,000.00 California State Highway 4¾%.
20,000.00 California State Highway 5%.
5,000.00 California State Highway 5¾%.
8,000.00 California State University Buildings 4½%.
11,000.00 California State Veterans' Welfare 4½%.
24,729.16 United States Savings Bonds (paying 2.9%).
50,000.00 United States Savings Bonds of Defense 2½%.
5,000.00 United States Treasury Bonds 2¼%.
Cash on hand March 1, 1942, $117,800.92.
Books, Furniture and Equipment of the Library.

Respectfully submitted,

JOHN H. WOOD, *Secretary.*

REPORT OF THE LIBRARY

For the Year Ending February 28, 1942

San Francisco, March 5, 1942

To the President and Board of Trustees, Mechanics' Institute.

Gentlemen: I herewith submit the eighty-seventh annual report of the Library for the year ending February 28, 1942:

Membership

March 1, 1941		3,632
Added—Subscribing	391	
Reinstated	20	411
		4,043
Withdrawn—Life (deceased)	15	
Subscribing	562	577
Membership February 28, 1942		3466

During the year 22 subscribing members who had paid dues continuously for thirty years were, according to the Constitution, made life members.

The membership is divided as follows:

Honorary	2
Life	589
Subscribing	2,875
	3,466

Book Accessions

Number of volumes listed March 1, 1941		142,376
Added by purchase	2,425	
Added by binding	408	
Added by gift	282	3,115
		145,491
Less lost, paid for, and discarded		3,396
Number of volumes listed February 28, 1942		142,095

Circulation

There were issued for home use 151,106 volumes, an average monthly circulation of 12,592 volumes.

Accessions by Classes

	Purchased	Cost	Bound	Cost	Gifts	Total
General Works	28	$ 103.26	49	$110.65	20	97
Philosophy	46	72.18	6	12.25	2	54
Religion	20	28.25			5	25
Sociology	181	567.82	34	84.25	100	315
Philology	11	34.08				11
Science	58	171.83	73	157.20	26	157
Useful Arts	239	601.06	191	459.30	81	511
Fine Arts	112	232.85	43	101.35	16	171
Literature	112	191.98	2	4.50	7	121
Foreign Literature	1	1.31				1
Travel	114	261.74	5	10.60	9	128
Biography	220	494.53	2	4.50	5	227
History	359	721.89	3	6.20	5	367
Fiction Books	924	1,512.52			6	930
	2425	$4,995.30	408	950.80	282	3,115

Table of Circulation Statistics

General Works	721	Literature	6,537
Philosophy	2,515	Foreign Literature	621
Religion	1,063	Travel	8,836
Sociology	5,011	Biography	8,088
Philology	678	History	8,225
Science	4,262	Fiction	83,199
Useful Arts	7,641	Periodicals	8,332
Fine Arts	5,126	Juvenile	251
			151,106

Fiction	83,372 volumes, 55.17 per cent
Non-fiction	67,734 volumes, 44.82 per cent
Adult books	150,855 volumes, 99.83 per cent
Children's books	251 volumes, 00.17 per cent

Respectfully submitted,

MARY O. CARMODY
Librarian.

APPENDIX

Year Ending Feb. 28	Memberhip Sub-cribing	Life and Honorary	Total	Volumes Library	Circula-tion
1942	2,875	591	3,466	142,095	151,106
1941	3,048	584	3,632	142,376	166,928
1940	3,243	555	3,800	139,908	181,945
1939	3,299	563	3,862	137,655	189,748
1938	3,296	562	3,858	135,463	192,507
1937	3,404	570	3,974	132,273	197,969
1936	3,407	590	3,997	130,355	212,344
1935	3,312	598	3,910	127,815	220,372
1934	3,290	604	3,896	124,425	230,545
1933	3,517	649	4,166	121,666	250,140
1932	3,835	664	4,499	118,928	254,205
1931	3,878	666	4,546	114,347	237,974
1930	3,748	677	4,425	108,697	208,552
1929	3,657	679	4,336	103,123	176,174
1928	3,789	703	4,492	98,195	165,253
1927	4,032	702	4,734	102,056	161,980
1926	4,030	690	4,723	98,696	164,347
1925	4,170	690	4,860	94,992	169,631
1924	4,356	652	5,008	91,433	172,712
1923	4,317	657	4,974	87,855	172,902
1922	4,160	646	4,806	84,056	175,502
1921	3,842	650	4,492	80,776	150,376
1920	3,408	649	4,057	77,140	128,480
1919	2,994	653	3,647	73,128	101,728
1918	3,135	590	3,725	70,055	118,159
1917	3,144	598	3,742	65,875	132,721
1916	2,982	617	3,599	63,672	127,866
1915	2,862	626	3,488	56,740	131,687
1914	2,709	632	3,341	50,776	125,650
1913	2,855	643	3,498	44,527	118,998
1912	2,660	644	3,304	39,266	110,194
1911	2,385	651	3,036	35,392	88,753
1910	1,717	645	2,362	32,186	71,741
1909	2,034	646	2,680	28,324	83.042
1908	2,120	643	2,763	24,179	.....
1907	2,726	651	3,377	17,850	.....
April 18, 1906	.....	.....	4,150	.....	.....

MECHANICS' INSTITUTE PUBLICATIONS
In Print

Annual Reports, 1907 to date.
List of books on architecture. August, 1913.
List of books on building and building materials. December, 1913.
List of books on electrical engineering. June, 1916.
List of books on petroleum. January, 1917.
List of books on aeronautics and military and naval engineering. January,1918.
List of books added, 1914 to date.
List of periodical literature on file in the Mechanics' Institute Library, 1928. Compiled by Mary O. Carmody.
Seventy-five years of history of the Mechanics' Institute, compiled by John H. Wood, Secretary, 1930.